



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JULY 31, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: BARBARA LOCKWOOD, CITY LIBRARIAN

SUBJECT: RECOMMENDATION FROM THE LIBRARY COMMISSION TO INSTITUTE A \$100 LIBRARY CARD FEE FOR NON-RESIDENTS IN JURISDICTIONS WITHOUT FREE RECIPROCAL LIBRARY BORROWING PRIVILEGES

MEETING DATE: AUGUST 9, 2023

SUMMARY RECOMMENDATION:

That the City Council institute a \$100 library card fee for non-residents in jurisdictions without free reciprocal library borrowing privileges.

BACKGROUND:

At the Calabasas City Council meeting of May 24, 2023, council members requested that a report be prepared on non-resident library card fees.

DISCUSSION:

At most libraries in California, library cards are free to anyone who can show proof of residency anywhere in California. People from other towns can use our library and our residents are able to use other libraries in the state. This policy is considered reciprocal library use. This policy benefits our residents as they can utilize much larger libraries such as the Los Angeles County and Los Angeles Public Libraries.

These libraries have hundreds of branches and millions of items and provide access to very expensive databases that we may not be able to afford.

This reciprocal library use is usually dependent on libraries providing equal access and resources which define a library; that is, availability of resources, programming and reference services provided by a qualified librarian. The American Library Association definition of a public Library is “an entity that is established under state enabling laws or regulators to serve a community, district, or region, and that provides at least the following: 1) an organized collection of printed or other library materials, or a combination thereof; 2) paid staff; 3) an established schedule in which services of the staff are available to the public; 4) the facilities necessary to support such a collection, staff, and schedule; and 5) is supported in whole or in part with public funds.” Under the California Education Code elements of library service include but are not limited to, collection development and maintenance, lending services, information services, facility maintenance, and administration.

Reciprocal library use is also a component of resource sharing. Resource sharing is required by the California State Library to acquire grants. Examples of recent cash grants to the Calabasas Library include Broadband Internet Service (\$20,000) Zip Books (\$12,000) and Spring Into Creativity (\$6,000) Other resources that are provided by the State include free databases, Internet connectivity for low income residents, online tutoring, State Park Passes, a digital scanner, a 3-D printer, two Virtual Reality stations and online professional training for librarians.

Our membership in the Southern California Library Cooperative (SCLC) is dependent on resource sharing. SCLC provides us with Interlibrary Loan delivery and staff training. They also are the conduit for additional grants.

A few libraries in the State do have non-resident fees. They instituted these fees because they were attracting citizens from jurisdictions that did not have equal resources. California libraries that currently have non-resident fees include Cerritos Library (\$150 a year) and Lassen County Libraries (\$28 a year).

The Calabasas Library has non-resident fees for extra value added services. The Library Commission met on June 5 and voted to raise these fees. These fees now are \$25 per hour for use of the study rooms, \$40 for proctoring and a \$150 charge for use of the Library Multipurpose Room.

The Library Commission also voted to recommend that the City Council institute a \$100 library card fee for non-residents in jurisdictions without free reciprocal library borrowing privileges.

FISCAL IMPACT:

In FY 21/22 Library revenues were \$2,875,295. As of December 2022, the Library had an ongoing fund balance of \$1,406,333. The Library anticipates a negative budget balance of about \$45,000 in the next year. Staff does not anticipate that the non-resident library card fee will have a major impact, but this charge, together with the other fee increases should help to offset the negative budget balance.

REQUESTED ACTION:

That the City Council institute a \$100 library card fee for non-residents in jurisdictions without free reciprocal library borrowing privileges.

ATTACHMENTS:

None